

EMPLOYEE SUGGESTION MERIT AWARD BOARD

MISSION: The Commission shall be responsible directly to the Board of Supervisors and shall exercise general supervision and direction over the Employee Suggestion Program as set forth. The Program is designed to provide an incentive in generating ideas for improvements that will result in cost reduction through increased efficiency and productivity, improved procedures and the elimination of duplication and waste.

FORMATION AUTHORITY: A.R.S. § 38-614 and Board of Supervisors rules and regulations adopted on October 24, 1983.

COMPOSITION: A.R.S. § 38-614: “B. The Board of Supervisors shall appoint a merit award system board to establish policy for the operation of the merit award system, review all suggestions and recommend for approval all merit awards with the concurrence of the heard of the department in which the cost savings is realized. The size of the merit award system board shall be equal to the number of supervisors for that county. Each supervisor shall appoint one member from the employee population to serve on the merit award system board.” Note: The term shall be at the pleasure of each Supervisor.

DUTIES AND POWERS: By Policy: To determine eligibility of suggestions. To review suggestions and their departmental evaluation. Determine appropriate awards. Assure that each suggestion is thoroughly investigated. Request further information and investigation if rejection is questioned. Encourage employees to make suggestions. Waive procedural rules in individual cases in the interest of fairness and equity. Periodically review and update the rules and regulations, brochures, publicity and other tools and operations of the program. Call upon any County official or employee for information on evaluation of implementation of a suggestion. Make recommendations to the Board of Supervisors.

MEETINGS: Regular meetings are held every other month on the second Thursday, 1:30 p.m.

LIAISON: Nancy Santos, Administrator of the Rewarding Ideas Program, (602) 506-5233, Fax (602) 506-4115.